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Oceans and the law of the sea: oceans and the law of the sea

Report on the work of the Ad Hoc Working Group of the Whole on the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects

Letter dated 22 September 2017 from the Co-Chair of the Ad Hoc Working Group of the Whole addressed to the President of the General Assembly

I have the honour to transmit to you the attached report on the work of the Ad Hoc Working Group of the Whole on the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects, which met at United Nations Headquarters from 6 to 8 September 2017, pursuant to paragraph 317 of General Assembly resolution 71/257. Section III of the report sets out the agreed recommendations of the Ad Hoc Working Group of the Whole to the General Assembly at its seventy-second session.

I kindly request that the present letter and the report be circulated as a document of the General Assembly under the agenda item entitled "Oceans and the law of the sea".

(*Signed*) Juliette **Babb-Riley**

* A/72/251.

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Report of the Ad Hoc Working Group of the Whole on the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects

I. Report of the Ad Hoc Working Group of the Whole

1. The ninth meeting of the Ad Hoc Working Group of the Whole on the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects was convened pursuant to paragraph 317 of General Assembly resolution 71/257. The meeting of the Working Group was held at United Nations Headquarters in New York from 6 to 8 September 2017.

2. The Co-Chair of the Working Group, Juliette Babb-Riley (Barbados), opened the meeting, noting that her Co-Chair, Carolyn Schwalger (New Zealand), had left New York to take up another assignment. The Assistant Secretary-General for Legal Affairs, Stephen Mathias, delivered opening remarks on behalf of the Under-Secretary-General for Legal Affairs and United Nations Legal Counsel.

3. Representatives of 31 Member States,[1] one non-member State,[2] five intergovernmental organizations and other bodies[3] and two non-governmental organizations[4] attended the meeting.

4. The following members of the Group of Experts, established pursuant to paragraph 287 of resolution 70/235, also attended the meeting: Chul Park (Republic of Korea), Renison Ruwa (Kenya), Alan Simcock (United Kingdom of Great Britain and Northern Ireland) and Anastasia Strati (Greece). Renison Ruwa and Alan Simcock, in their capacity as Joint Coordinators of the Group of Experts, gave presentations on behalf of the Group of Experts.

5. The following supporting documentation was available to the meeting: a provisional agenda, an annotated provisional agenda; a format; a proposed organization of work; elements for guidelines for workshops to assist the first round of workshops of the second cycle of the Regular Process; and revised guidance for contributors — part I, prepared pursuant to the request of the General Assembly in paragraph 310 of its resolution 71/257.

6. The Working Group adopted the agenda (see sect. II below) and agreed on the organization of work as proposed by the Co-Chair.

7. Under agenda item 4, the Co-Chair presented the report of the Bureau of the Working Group, which addressed the following: the launch of the three technical abstracts of the first World Ocean Assessment on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction; on the ocean and the United Nations Sustainable Development Goals under the 2030 Agenda for Sustainable Development; and on the impacts of climate change and

[1] Angola, Argentina, Bangladesh, Brazil, Bulgaria, Canada, China, Colombia, Côte d'Ivoire, Ecuador, Finland, Greece, Guinea, India, Iraq, Jamaica, Japan, Kenya, Malta, Mauritius, Mexico, Netherlands, New Zealand, Republic of Korea, Senegal, Singapore, Slovakia, Slovenia, Spain, Togo and United States of America.

[2] Holy See.

[3] European Union, Department of Economic Social Affairs, United Nations Educational, Scientific and Cultural Organization, Intergovernmental Oceanographic Commission and United Nations Environment Programme.

[4] Inter Manager and Islands First.

related changes in the atmosphere on the oceans, at a high-level event on 5 June during the United Nations Conference on Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development, together with the official release of the publication of the First Global Integrated Marine Assessment (first World Ocean Assessment); awareness-raising activities to promote the technical abstracts and the Assessment; progress in preparing for the hosting of regional workshops; progress in the designation of national focal points; progress in the constitution of the Pool of Experts; and the continued need for additional nominations to the Group of Experts. A number of delegations made statements under this agenda item, welcoming the report and the intersessional work of the Bureau and expressing appreciation to the Group of Experts for their work in preparing the technical abstracts, as well as appreciation for the support of the secretariat. The Working Group took note of the report.

8. Under agenda item 5, a number of delegations highlighted the importance of the regional workshops for the successful implementation of the programme of work for the second cycle of the Regular Process for the period 2017-2020 and welcomed the offers to host such workshops as well as of the schedule for the first round of workshops in 2017, as follows: in Lisbon in September 2017, by the Government of Portugal; in Auckland, New Zealand, in October 2017, by the Government of New Zealand; in Camboriú, Brazil, in November 2017, by the Government of Brazil; in Bangkok in November 2017, by the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization through the regional secretariat for its Sub-Commission for the Western Pacific; and in Zanzibar, United Republic of Tanzania, in December 2017, by the United Nations Environment Programme. The need for hosts for the second round of workshops in 2018 was also noted.

9. During its deliberations on agenda item 6, the Working Group considered the elements for an outline for a second world ocean assessment or assessments, prepared by the Group of Experts, which had been presented to the Bureau during the intersessional period. Following a presentation by the Joint Coordinators, the meeting agreed that there should be one comprehensive assessment as an output of the second cycle of the Regular Process. The meeting noted that the elements would be presented to the first round of workshops in 2017 in order to facilitate the preparation phases and the collection of regional-level information and data for the preparation of the assessment of the second cycle.

10. Under agenda item 7, and pursuant to paragraph 310 of General Assembly resolution 71/257, the Working Group considered, and took note of, the revised guidance for contributors — part I, for the Group of Experts, prepared by the Group of Experts and presented to the Bureau of the Ad Hoc Working Group of the Whole during the intersessional period. Some proposals were made by delegations and the meeting agreed that the Group of Experts would finalize the guidance accordingly.

11. Under agenda item 8, the Working Group considered capacity-building activities to be undertaken pursuant to the programme of work for the period 2017-2020 for the second cycle of the Regular Process, noting that this was one of the core objectives of the Regular Process. The progress in the development of a capacity-building inventory by the secretariat was noted. Also discussed at the meeting were priorities for needs-based capacity-building and modalities for the multi-stakeholder dialogue and capacity-building partnership event planned to be held in early December 2017.

12. Under agenda item 10, the Director of the Division for Ocean Affairs and the Law of the Sea reported on the status of the voluntary trust fund for the purpose of supporting the operations of the Regular Process and noted that, since the previous

meeting of the Ad Hoc Working Group of the Whole, the trust fund had received a contribution from New Zealand, as well as a pledge for a contribution from the Republic of Korea. Delegations were encouraged to continue to contribute to the trust fund pursuant to the appeal from the General Assembly in paragraph 315 of its resolution 71/257.

Adoption of recommendations to the General Assembly at its seventy-second session

13. Under agenda item 9, the Working Group also considered the draft recommendations to the General Assembly, which incorporated recommendations adopted by the Ad Hoc Working Group of the Whole at its eighth meeting, held on 17 and 18 April 2017, and addressed the follow-up actions to the guidance to the Bureau, the Group of Experts and the secretariat adopted during the eighth meeting.

14. The Working Group then adopted by consensus the draft recommendations for the consideration of the General Assembly at its seventy-second session (sect. III).

II. Agenda of the ninth meeting of the Ad Hoc Working Group of the Whole

15. The Ad Hoc Working Group of the Whole adopted the agenda set out below.

1. Opening of the meeting.
2. Adoption of the agenda.
3. Organization of work.
4. Report of the Bureau of the Ad Hoc Working Group of the Whole.
5. Regional workshops to assist the second cycle of the Regular Process.
6. Elements for an outline for a second world ocean assessment or assessments.
7. Guidance for contributors.
8. Capacity-building.
9. Adoption of recommendations to the General Assembly at its seventy-second session.
10. Other matters.
11. Closure of the meeting.

III. Recommendations of the Ad Hoc Working Group of the Whole to the General Assembly at its seventy-second session

16. The Ad Hoc Working Group of the Whole recommends to the General Assembly that it:

(a) Reiterate the need to strengthen the regular scientific assessment of the state of the marine environment in order to enhance the scientific basis for policymaking, and reaffirm the importance of the First Global Integrated Marine Assessment (first World Ocean Assessment) as the outcome of the first cycle of the Regular Process;

(b) Recall the importance of making Governments, United Nations system organizations, bodies, funds and programmes, intergovernmental organizations, the

scientific community and the general public aware of the first World Ocean Assessment and the Regular Process, and recognize with appreciation the activities undertaken in this regard during various intergovernmental meetings, including the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development, held from 5 to 9 June 2017 at United Nations Headquarters, in particular those of the secretariat of the Regular Process;

(c) Recall that, in the first cycle, the scope of the Regular Process focused on establishing a baseline, and decide that the scope of the second cycle would extend to evaluating trends and identifying gaps;

(d) Welcome the holding of the eighth and ninth meetings of the Ad Hoc Working Group of the Whole, on 17 and 18 April 2017 and from 6 to 8 September 2017, respectively, in accordance with paragraph 317 of General Assembly resolution 71/257 of 23 December 2016;

(e) Take note of the recommendations and guidance adopted by the Ad Hoc Working Group of the Whole at its eighth meeting and endorse the recommendations adopted by the Ad Hoc Working Group of the Whole at its ninth meeting;

(f) Take note with appreciation of the technical abstracts of the first World Ocean Assessment on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction; on the ocean and the Sustainable Development Goals under the 2030 Agenda for Sustainable Development; and on the impacts of climate change and related changes in the atmosphere on the ocean, prepared in accordance with the programme of work for the period 2017-2020 for the second cycle of the Regular Process;

(g) Also note with appreciation that advance unedited copies of the abstracts were made available to the Preparatory Committee established by General Assembly resolution 69/292: Development of an international legally binding instrument under the United Nations Convention on the Law of the Sea on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction; the eighteenth meeting of the United Nations Open-ended Informal Consultative Process on Oceans and the Law of the Sea; and to the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development;

(h) Recognize with appreciation the work of the members of the Group of Experts of the Regular Process with respect to the preparation of the technical abstracts, as well as the contribution of a number of members from the writing teams of the Pool of Experts of the first cycle of the Regular Process, in accordance with paragraph 309 of resolution 71/257, to this exercise;

(i) Recall that the Regular Process shall be overseen and guided by the Ad Hoc Working Group of the Whole, and decide that the Working Group shall facilitate the delivery of the outputs of the second cycle as outlined in the programme of work for the period 2017-2020 for the second cycle of the Regular Process;

(j) Recognize with appreciation the important role of the Co-Chairs and the Bureau of the Ad Hoc Working Group of the Whole in providing guidance during the intersessional periods, including in the implementation of the second cycle of the Regular Process;

(k) Request the Bureau to continue to implement the decisions and guidance of the Ad Hoc Working Group of the Whole during the intersessional period,

including by providing oversight of the delivery of the programme of work for the period 2017-2020 for the second cycle of the Regular Process;

(l) Take note of the endorsement by the Ad Hoc Working Group of the Whole of the terms of reference and working methods of the Group of Experts for the second cycle of the Regular Process, prepared in accordance with paragraph 310 of resolution 71/257, and attached as an annex to the report of the eighth meeting of the Ad Hoc Working Group;

(m) Take note of the mechanism for the establishment of the Pool of Experts for the second cycle of the Regular Process developed by the Bureau of the Ad Hoc Working Group of the Whole in accordance with paragraph 311 of resolution 71/257, and attached as annex I to the present report, and encourage the appointment of experts to the Pool of Experts in accordance with the mechanism;

(n) Welcome the expressions of interest of individuals who served in the Pool of Experts during the first cycle of the Regular Process to serve in the Pool of Experts for the second cycle;

(o) Take note of the terms of reference for national focal points developed by the Bureau of the Ad Hoc Working Group of the Whole and attached as annex II to the present report;

(p) Welcome the designation by States of national focal points pursuant to paragraph 312 of resolution 71/257 and urge States that have not yet done so to designate their national focal points as soon as possible;

(q) Urge regional groups that have not yet done so to appoint experts to the Group of Experts in accordance with paragraph 287 of resolution 71/257, taking into account the need to ensure geographical distribution and adequate expertise in socioeconomic disciplines;

(r) Take note of the adoption by the Bureau of the Ad Hoc Working Group of the Whole of guidelines to assist the first round of workshops of the second cycle of the Regular Process finalized by the Group of Experts in consultation with the Bureau of the Ad Hoc Working Group of the Whole and the secretariat of the Regular Process, and attached as annex III to the present report;

(s) Welcome the holding of the workshops in support of the Regular Process in Lisbon in September 2017, in Auckland, New Zealand, in October 2017, in Camboriú, Brazil, in November 2017, in Bangkok in November 2017, and in Zanzibar, United Republic of Tanzania, in December 2017;

(t) Take note of the elements for discussion on the shape and structure of the assessment (or assessments) to be carried out in the second cycle of the Regular Process prepared by the Group of Experts, in accordance with the programme of work, and decide that in the drafting of an outline, the Group of Experts should proceed on the basis of the preparation of a single comprehensive assessment;

(u) Recall the crucial importance of the Regular Process for ongoing ocean-related intergovernmental processes and its possible inputs, including:

(i) The 2030 Agenda for Sustainable Development;

(ii) The development of an international legally binding instrument under the United Nations Convention on the Law of the Sea on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction;

(iii) The United Nations Framework Convention on Climate Change;

(iv) The United Nations Open-ended Informal Consultative Process on Oceans and the Law of the Sea as outlined in the programme of work for the period 2017-2020 for the second cycle of the Regular Process.

(v) Recall the importance of ensuring that assessments, such as those included in the *Global Sustainable Development Report* and those prepared under the Intergovernmental Panel on Climate Change, the Intergovernmental Science-Policy Platform on Biodiversity and Ecosystem Services and the Regular Process, support one another and avoid unnecessary duplication, and also recall the importance of compatibility and synergies between such assessments and assessments at the regional level;

(w) Request intergovernmental and non-governmental organizations to provide information on recent and ongoing assessments and other processes at the regional and global levels relevant to the Regular Process in order for the secretariat to update the inventory of recent and ongoing assessments and other processes at the regional and global levels which are relevant to the Regular Process;

(x) Take note of the guidance for contributors — part I, prepared by the Group of Experts pursuant to paragraph 310 of resolution 71/257 and attached as annex IV to the present report;

(y) Take note with appreciation of the work undertaken thus far by the secretariat in compiling a capacity-building inventory of needs and opportunities relevant for the Regular Process, in accordance with the programme of work, based on information contributed by relevant United Nations system organizations, bodies, funds and programmes and by relevant intergovernmental organizations;

(z) Invite States and non-governmental organizations, as well as intergovernmental organizations that have not already done so, to provide relevant information for inclusion in the capacity-building inventory of needs and opportunities relevant for the Regular Process which is being compiled and maintained by the secretariat;

(aa) Recall its invitation in paragraph 313 of resolution 71/257 to the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization, the United Nations Environment Programme, the International Maritime Organization, the Food and Agriculture Organization of the United Nations, the World Meteorological Organization and relevant United Nations system organizations, bodies, funds and programmes, as appropriate, to assist in the implementation of the second cycle of the Regular Process with regard to the following activities: awareness-raising, the identification of experts for the Pool of Experts, technical and scientific support for the Bureau and the Group of Experts, the hosting of workshops and meetings of the writing teams, capacity-building and the scoping process for the assessment;

(bb) Welcome the adoption, by the twenty-ninth Assembly of the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization, of Decision IOC-XXIX/8.2, in particular regarding the provision of technical and scientific support to the second cycle of the Regular Process in accordance with the guidance of the Ad Hoc Working Group of the Whole;

(cc) Recall its invitation in paragraph 314 of resolution 71/257 to relevant intergovernmental organizations to contribute, as appropriate, to the activities of the second cycle;

(dd) Urge States, international financial institutions, donor agencies, intergovernmental organizations, non-governmental organizations and natural and

juridical persons to make financial contributions to the voluntary trust fund and to make other contributions to the Regular Process;

(ee) Request the Secretary-General to convene, in 2018, two meetings of the Ad Hoc Working Group of the Whole of no more than four days total duration: one in the first half of 2018 to approve the outline of the assessment and another in the second half of 2018, with a view to providing recommendations to the General Assembly at its seventy-third session on the preparation of the assessment to be carried out in the second cycle and on the implementation of the second cycle, and encourage the widest possible attendance of participants in the Ad Hoc Working Group of the Whole.

Annex I

Mechanism for the establishment of the Pool of Experts for the second cycle of the Regular Process

1. Pursuant to paragraph 311 of General Assembly resolution 71/257 on oceans and the law of the sea, the Bureau of the Ad Hoc Working Group of the Whole on the Regular Process has been requested to develop a mechanism to establish a Pool of Experts for the second cycle of the Regular Process, including by inviting individuals who served in the Pool of Experts during the first cycle of the Regular Process to indicate to the secretariat of the Regular Process whether they would be interested in serving in the Pool of Experts for the second cycle.

2. Further to this, in the same resolution, the General Assembly invited States to designate, by 31 May 2017, national focal points to facilitate the implementation of the programme of work for the period 2017-2020 for the second cycle of the Regular Process, in particular with respect to the nomination process for additional experts to the Pool of Experts; swift communication between the scientific community, the Group of Experts, the Pool of Experts, the Bureau and the secretariat of the Regular Process; and awareness-raising (para. 312).

3. Additionally, the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization (UNESCO), the United Nations Environment Programme (UNEP), the International Maritime Organization (IMO), the Food and Agriculture Organization of the United Nations (FAO), the World Meteorological Organization (WMO) and relevant United Nations system organizations, bodies, funds and programmes, as appropriate, were invited to assist in the implementation of the second cycle of the Regular Process with regard to, inter alia, the identification of experts for the Pool of Experts (para. 313). Relevant intergovernmental organizations were also invited to contribute, as appropriate, to the activities of the second cycle (para. 314).

4. It is noted that, in the relevant paragraphs of General Assembly resolution 71/257 referred to above, the terms "nomination" and "identification" are used. In principle, in accordance with previous practice during the first cycle of the Regular Process, it is understood that nominations effectively constitute appointments, which are then confirmed by the secretariat through a notification letter to the experts informing them of their appointment to the Pool of Experts.

5. In this regard, the appointment process for the Pool of Experts is outlined in a two-phase sequence as follows:

Step A: Experts are drawn from the Pool of Experts for the first cycle (para. 311)

1. Verification of contact information for members of the Pool of Experts for the first cycle

The secretariat communicates with members of the Pool of Experts from the first cycle of the Regular Process to confirm their contact information, including with assistance from the Joint Coordinators of the Group of Experts and Permanent Missions to the United Nations, as required.

Invitation to individuals who served in the Pool of Experts during the first cycle of the Regular Process to indicate to the secretariat of the Regular Process whether they would be interested in serving in the Pool of Experts for the second cycle (para. 311).

2. The secretariat communicates with members of the Pool of Experts from the first cycle of the Regular Process inviting them to confirm their interest in

serving in the Pool of Experts for the second cycle and compiles this list for subsequent inclusion in a database, together with up-to-date information regarding the experts, the database on the Pool of Experts. As these members have already been appointed by Member States, they can be added to the Pool of Experts for the second cycle upon confirmation of interest.

Step B: Appointments of additional experts to the Pool of Experts for the second cycle (paras. 311, 312, 313 and 314)

3. Designation of national focal points by 31 May 2017 (para. 312)

The Bureau of the Ad Hoc Working Group of the Whole finalizes and approves the terms of reference for the national focal points. The secretariat sends invitations to Member States to designate national focal points. The secretariat compiles a list of the nominated national focal points for subsequent inclusion in a database, separate from the database on the Pool of Experts. A list of national focal points will also be made available to the Bureau.

4. Invitations for appointments of additional experts to the Pool of Experts for the second cycle (paras. 312, 313 and 314)

There will be two methods for appointing new experts to the Pool of Experts for the second cycle. It is anticipated that the majority of new appointments will come directly from States. By States, it is understood that appointments could come from, for example, the national focal points or permanent missions to the United Nations in New York. After the secretariat sends invitations to States to appoint experts to the Pool of Experts, States will send such appointments, via note verbale, to the secretariat, which will add the individuals to the database on the Pool of Experts. Appointments must include the contact information of the experts, and should also include curriculum vitae.

In addition to the procedure described above, a complementary procedure will be available, pursuant to paragraphs 313 and 314 of resolution 71/257, in which the General Assembly invites the Intergovernmental Oceanographic Commission of UNESCO, UNEP, IMO, FAO and WMO and relevant United Nations system organizations, bodies, funds and programmes, as appropriate, to assist in the implementation of the second cycle of the Regular Process with regard to, inter alia, the identification of experts for the Pool of Experts, and also invites relevant intergovernmental organizations to contribute, as appropriate, to the activities of the second cycle.

The complementary procedure aims to allow for the appointment of relevant experts who may not have occasion to be appointed by States, for example those experts who may be professionally active outside of their State of nationality.

In this regard, relevant intergovernmental organizations will be invited to provide recommendations on experts with relevant professional expertise to the Bureau through the secretariat. The Bureau will transmit, through the secretariat, the names of the experts recommended by relevant intergovernmental organizations, to the respective States of the experts' nationalities for appointment. The proposed procedure will operate on a system of express or implied consent, or, as the case may be, objections may be expressed as follows:

(a) Should the State concerned agree, the experts can be appointed by the State by note verbale and will be added to the Pool of Experts (express consent);

(b) If the State, after agreement, chooses not to send a note verbale within one month from the date of the Bureau's initial transmittal concerning the recommended expert(s), the Bureau appoints the experts to the Pool of Experts on behalf of the State (implied consent);

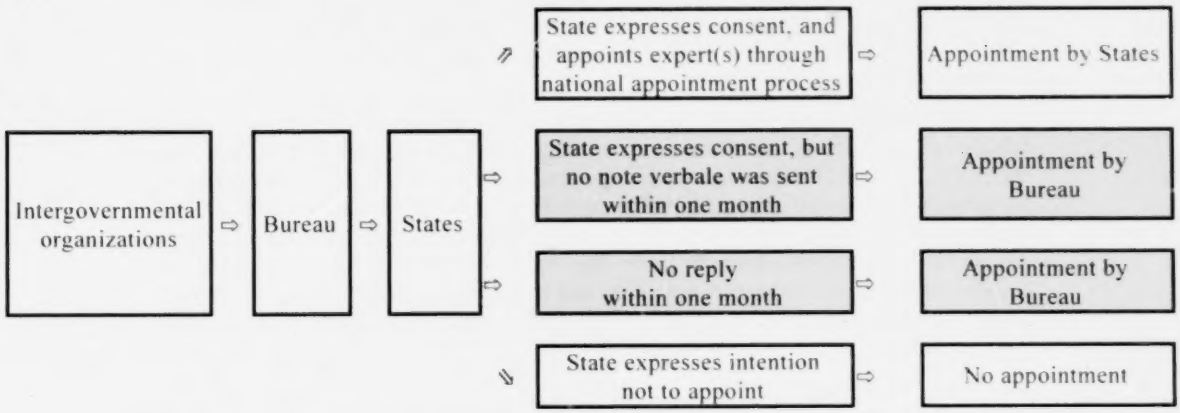
(c) Should the State remain silent, after a one-month period from the date of the Bureau's initial transmittal concerning the recommended expert(s), the Bureau appoints the expert(s) to the Pool of Experts on behalf of the State;

(d) Should the State concerned object to the appointment, the expert(s) will not be added to the Pool of Experts (express objection).

It should be noted that the Bureau acts only in accordance with the respective Member States' explicit or implicit intention to appoint recommended experts.

The figure is included for illustrative purposes.

Figure


Intergovernmental organizations
Bureau
States
State expresses consent, and appoints expert(s) through national appointment process
Appointment by States
State expresses consent, but no note verbale was sent within one month
Appointment by Bureau
No reply within one month
Appointment by Bureau
State expresses intention not to appoint
No appointment

The scope of the relevant intergovernmental organizations to be invited to contribute to the appointment process of the additional experts to the Pool of Experts for the second cycle will be determined by the Bureau.

Annex II

Terms of reference for national focal points

Scope and objectives

1. Within the framework of the programme of work for the period 2017-2020 of the second cycle of the Regular Process, endorsed by the General Assembly in its resolution 71/257 of 23 December 2016 on oceans and the law of the sea (paragraph 299), States are invited to designate, by 31 May 2017, national focal points to facilitate the implementation of the programme of work for the period 2017-2020 for the second cycle of the Regular Process, in particular with respect to the nomination process for additional experts to the Pool of Experts, swift communication between the scientific community, the Group of Experts, the Pool of Experts, the Bureau and the secretariat of the Regular Process and awareness-raising (see resolution 71/257, para. 312).

2. In this regard, the national focal points would facilitate the nomination of experts to the Pool of Experts, strengthen and promote coordination and the exchange and dissemination of information with the national scientific community of a State and with other stakeholders, including in order to share ongoing and planned activities at the national level and to share experiences, best practices, tools and methodologies and lessons learned in ocean-related matters relevant to the Regular Process.

3. The national focal points will also be an important interlocutor in awareness-raising and capacity-building activities envisaged under the programme of work for the period 2017-2020, including with regard to regional workshops. These regional workshops will serve to, inter alia, raise awareness, provide information and receive feedback on the First Global Integrated Marine Assessment (the first World Ocean Assessment), generate interest from the scientific community, contribute to capacity-building and inform the scoping and preparation phases and the collection of regional-level information and data for the preparation of the assessment(s) of the second cycle.

Criteria

4. Given the importance of establishing a clear, single focal point for communication with each State taking part in the Regular Process, the National Focal Point should work in an appropriate national authority or institution or in the relevant permanent mission in New York. In making their nominations to the Division for Ocean Affairs and the Law of the Sea of the United Nations Office of Legal Affairs, which serves as the secretariat of the Regular Process, States may wish to consider professionals working in any of the main disciplines in the social, economic and environmental sciences, in particular those with experience of the science-policy interface in ocean/marine affairs, and with due regard to the need for gender balance.

Mandate

5. The national focal points will:

(a) Facilitate and expedite the process of the nomination of experts to the Pool of Experts and ensure transparency and efficacy by requesting all relevant

national scientific entities to nominate suitably qualified experts to contribute to the preparation of the assessment(s);

(b) Facilitate a more effective nomination process for experts at the national level in order to avoid delays in appointing experts to the pool and to ensure their continued engagement in the process;

(c) Liaise and collaborate as appropriate with the extensive network of national focal points of the Intergovernmental Oceanographic Commission of UNESCO to, inter alia, mobilize the national scientific community to assist with the nomination of experts to the pool;

(d) Ensure that contact details for themselves and the experts nominated by their State to the Pool of Experts are kept up-to-date on the databases maintained by the secretariat of the Regular Process;

(e) Facilitate the speedy dissemination within their States of reports, background information and exchange of information on matters relevant to the Regular Process;

(f) Assist with identification of participants for regional workshops and the organization of such workshops as required;

(g) Raise awareness about the first World Ocean Assessment and future assessment(s);

(h) Contribute to the identification of and provide information on capacity-building needs and/or opportunities;

(i) Exchange information on national initiatives, including on recent and ongoing assessments and other processes relevant to the Regular Process;

(j) Ensure swift communication between the national scientific community, the Group of Experts, the Pool of Experts, the Bureau and the secretariat on matters relevant to the Regular Process;

(k) Respond to requests from the Group of Experts, the Bureau and the secretariat of the Regular Process.

Modalities of work

6. Focal point

The secretariat for the Regular Process (the Division for Ocean Affairs and the Law of the Sea), will be the focal point for national focal points, and in that capacity will:

(a) Communicate with the Permanent Missions regarding the nomination process for the Pool of Experts, with copies to national focal points;

(b) Liaise with national focal points, share information on developments related to the outputs of the Regular Process, collect information from national focal points relevant to the nomination of experts for the Pool of Experts and to the preparation of assessment(s) and update the Group of Experts, Co-Chairs and the Bureau of the Ad Hoc Working Group of the Whole on the information received;

(c) Convene regular information-sharing web meetings and/or prepare periodic communications to update national focal points on progress in the preparation of the assessment(s);

(d) Keep the Joint Coordinators of the Group of Experts of the Regular Process informed of significant exchanges with national focal points.

Meetings

(a) The secretariat for the Regular Process will hold regular virtual meetings as needed with national focal points, including, as appropriate, in conjunction with the Bureau and/or the Group of Experts, and will endeavour to make maximum use of electronic communication and information management and conduct intersessional work by electronic means such as Skype and WebEx.

(b) Communications between national focal points, the secretariat of the Regular Process and the Group of Experts should be transmitted through a database that they will be able to access electronically through the website of the Regular Process.

Annex III

Guidelines for the first round of workshops in 2017 to assist the second cycle of the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects

I. Purpose and objectives

1. The programme of work for the period 2017-2020 for the second cycle of the Regular Process, developed by the Ad Hoc Working Group of the Whole[1] and endorsed by the General Assembly,[2] includes in the activities for 2017 the holding of regional workshops, which are to begin in the second half of 2017, to build capacity, support the development of assessment(s) and facilitate outreach and awareness-raising.[3] These guidelines apply only to the first round of regional workshops and are intended to give guidance to the arrangements for such workshops.

2. The objectives of each of these workshops should therefore be to:

(a) Provide an opportunity to present the main conclusions of the First Global Integrated Marine Assessment (first World Ocean Assessment);

(b) Enable participants to put forward their views on the scope and structure that should be adopted for the assessment or assessments to be prepared in the second cycle of the Regular Process, which is/are to be completed by the end of 2020. Given that the General Assembly decided that the first cycle of the Regular Process should focus on establishing a baseline, and that subsequent cycles should extend to establishing trends,[4] the workshops should in particular aim to conclude:

(i) What aspects of the ocean are most relevant to include in the assessment(s) to be made in the second cycle, and the extent to which it is possible to establish trends in relation to them;

(ii) How the establishment of such trends can most effectively be done in the different oceanic regions in a standard manner;

(iii) How the existence of trends can in future be evaluated;

(iv) How risks in relation to the various aspects of the ocean can be evaluated, taking into account regional interests and differences;

(v) What regional priorities should be addressed in the preparation of the assessment(s) of the second cycle, bearing in mind the global ocean policy agenda;

(c) Promote capacity-building within the region for which each workshop is held, so as to assist in creating the abilities to contribute from the region to the production of the assessment(s). In particular, the workshops should consider what steps might be taken to improve abilities to carry out integrated assessments within the region;

[1] See the attachment to A/71/362.

[2] See General Assembly resolution 71/257, para. 299.

[3] See paragraph 8 (h) of the Programme of Work 2017-2020, attachment to A/71/362.

[4] See General Assembly resolution 65/37 A, para. 201, reaffirming the principles guiding the Regular Process and the objectives and scope of its first cycle in A/64/347, annexes.

(d) Explore what increased cooperation or coordination between processes already under way in the region could assist in providing the information required for the assessment(s);

(e) Consider how assessments produced by the Regular Process can be structured so as to help policymakers most effectively with their tasks;

(f) Consider how to improve arrangements for networking between the experts and organizations taking part in each workshop, and the Co-Chairs of the Ad Hoc Working Group of the Whole, the Bureau of the Ad Hoc Working Group of the Whole, the Group of Experts, the Pool of Experts, the national focal points and the secretariat of the Regular Process.

3. This list of objectives and the outline agenda in the Appendix will constitute the terms of reference of the workshops. In addition to the first World Ocean Assessment and, in particular, the summary approved by the General Assembly,[5] the workshops should also take account of:

(a) The abstract of views on lessons learned from the first cycle of the Regular Process, prepared by the secretariat of the Regular Process and presented to the seventh meeting of the Ad Hoc Working Group of the Whole, held from 3 to 9 August 2016;

(b) The outputs of the high-level United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development (Ocean Conference, 5-9 June 2017), as well as the views expressed on the role of the Regular Process in relation to the 2030 Agenda for Sustainable Development, and links to the agreed indicators for that Agenda;

(c) Information on developments in relation to other relevant United Nations processes, such as

(i) The work under General Assembly resolution 69/292: Development of an international legally binding instrument under the United Nations Convention on the Law of the Sea on the conservation and sustainable use of marine biological diversity of areas beyond national jurisdiction;

(ii) The United Nations Framework Convention on Climate Change;

(iii) The United Nations Open-ended Informal Consultative Process on Oceans and the Law of the Sea;

(d) Information to be provided by the participants in the workshop on ongoing and planned assessments at the regional and national levels that will be relevant to the assessment(s) to be produced during the second cycle of the Regular Process. Such information should preferably be provided in written form in advance of the workshop;

(e) Material provided by the Group of Experts of the Regular Process and/or the Ad Hoc Working Group of the Whole on a possible framework for the assessment(s) of the second cycle of the Regular Process.

[5] World Ocean Assessment I. Available from www.un.org/depts/los/global_reporting/WOA_RegProcess.htm. The summary, approved by the General Assembly in paragraph 266 of resolution 70/235, is contained in document A/70/112.

II. Number and locations

4. States, relevant organizations, bodies, funds or programmes within the United Nations system and intergovernmental regional organizations are invited to offer to host workshops for the following:

(a) The North Pacific;

(b) The South Pacific;

(c) The Indian Ocean, the Arabian Sea, the Red Sea and Gulf of Aden and the Regional Organization for the Protection of the Marine Environment/Agreement for the Establishment of the Regional Commission for Fisheries area;[6]

(d) The North Atlantic, the Baltic Sea, the Mediterranean Sea and the Black Sea;

(e) The South Atlantic (between tne African and American coasts) and the wider Caribbean.

5. Separate workshops will not be held for the Arctic Ocean or the Southern Ocean. Instead, the relevant international bodies and forums for those areas (in particular, the Antarctic Treaty System and the Arctic Council) will be invited to consider, and to contribute to, their views on the issues proposed for the workshops as they affect these regions. If requested, members of the Group of Experts and Pool of Experts will make themselves available for consultation.

III. Timing

6. The intention is that the five workshops should be held before the end of 2017.

IV. Activities of workshops

7. The agenda of a workshop to support the Regular Process should, as far as possible, include the elements set out in the appendix to the present guidelines. The activities of a workshop should take full account of the principles for the Regular Process recommended by the Ad Hoc Working Group of the Whole and endorsed by the United Nations General Assembly in 2009 and reaffirmed by the United Nations General Assembly in 2016[7] and the various recommendations of the Ad Hoc Working Group of the Whole.

8. An important part of each workshop will be making a start on capacity-building for conducting integrated assessments, so that the workshop participants can better understand and contribute to the work of the Regular Process.

V. Hosts

9. Workshops are to be hosted by Member States, members of United Nations specialized agencies and relevant organizations, bodies, funds or programmes within the United Nations system. They are to be organized under the auspices of

[6] Members of the Regional Organization for the Protection of the Marine Environment: Bahrain, Iran (Islamic Republic of), Iraq, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates. Members of the Regional Commission for Fisheries: Bahrain, Iran (Islamic Republic of), Iraq, Kuwait, Oman, Qatar, Saudi Arabia and the United Arab Emirates.

[7] See A/64/347, annex; and General Assembly resolution 71/257, para. 285.

the United Nations,[8] in coordination with the secretariat of the Regular Process and with the assistance of members of the Group of Experts and Pool of Experts, as appropriate. For the organization of such workshops, as they affect these regions, hosts may request the cooperation of relevant regional intergovernmental organizations and/or that of relevant national scientific institutions.

VI. Participation

10. Member States of the United Nations, members of United Nations specialized agencies and relevant organizations, bodies, funds or programmes within the United Nations system shall be entitled to participate in any workshop that they consider relevant to them, up to the number of available places. Relevant regional intergovernmental organizations in the region are encouraged to participate, including regional seas organizations, regional fisheries management organizations and arrangements, relevant regional intergovernmental marine science organizations and intergovernmental organizations and arrangements undertaking work in relation to large marine ecosystems. For practical reasons, the logistics and the number of invitees will need to be managed by the host in consultation with the secretariat of the Regular Process, as well as in consultation with the Bureau, as appropriate. Member States should consider arranging for their national focal points for the Regular Process to assist with identification of participants for regional workshops and the organization of such workshops as required and, where possible, to participate in relevant workshops.

11. The following may request invitations to participate: non-governmental organizations in consultative status with the Economic and Social Council or with Convention secretariats, relevant non-governmental organizations accredited to the United Nations Conference on Sustainable Development or participating in the United Nations Oceans Conference in accordance with General Assembly resolution 70/303: Modalities for the United Nations Conference to Support the Implementation of Sustainable Development Goal 14: Conserve and sustainably use the oceans, seas and marine resources for sustainable development, relevant scientific institutions and organizations representing major groups as defined in Agenda 21: Programme of Action for Sustainable Development. In particular, relevant regional marine science institutions and organizations and relevant regional arrangements undertaking work in relation to large marine ecosystems are encouraged to participate. Such institutions, organizations and arrangements should be active in ocean affairs and marine science and their participation should help advance the work and objectives of the Regular Process. Hosts may reserve a number of places in the workshop to be filled by such invitees.

12. Each workshop should include at least one member of the Group of Experts, one member of the Pool of Experts, as appropriate, and one member of the secretariat of the Regular Process, to be coordinated with the secretariat of the Regular Process. The Joint Coordinators of the Group of Experts will be invited to participate in all the workshops. If possible, all members of the Group of Experts from States in the area covered by the workshop should participate. Members of the Group of Experts from outside that area may also be invited to participate by the secretariat of the Regular Process. The participation of the members of the Group of Experts and of the Pool of Experts, as appropriate, from developing countries from the region and the Joint Coordinator from the developing country will be supported within the provision made in the regular budget of the United Nations for 2017.

[8] Such workshops will require the conclusion of a host conference agreement, where necessary.

13. Hosts may, as appropriate, encourage the participation of relevant members of the Pool of Experts, including their attendance in the regional workshops, and seek their input on organization, networking and substantive input to the scoping process, preparation and review of the outcome of the workshops.

VII. Chair and secretariat

14. Hosts should designate a chair (or co-chairs) of the workshop, who will be expected to take responsibility for summarizing the outcomes of the workshop with the aid of the workshop support staff and members of the Group of Experts. Hosts may consider inviting a member of the Group of Experts and, as appropriate, of the Pool of Experts, to be the chair, or co-chair, of the workshop. Hosts may provide guidance, where needed, on what the priorities for the region are, as well as on potential participants and other modalities for the workshops.

15. Hosts should provide support staff to organize proceedings in consultation with the secretariat of the Regular Process and the members of the Group of Experts and, as appropriate, of the Pool of Experts, who are taking part, and to help the chair(s) the member(s) of the Group of Experts and the secretariat to provide a summary of the outcome.

VIII. Output of workshops

16. The output of the workshop should take the form of a summary of the discussions prepared by the chair or co-chairs, with the help of the member(s) of the Group of Experts, of the Pool of Experts, as appropriate, and the secretariat of the Regular Process. Provision should be made for the participants to comment on a draft of the summary and for the final version to be revised by the chair or co-chairs and representative(s) of the Group of Experts and of the Pool of Experts, as appropriate, in the light of such comments. Where a State or intergovernmental organization not participating in the workshop conducted was responsible for assessments, institutions, networks or other arrangements which have been identified as relevant, that State or intergovernmental organization should be invited and/or requested to review and comment on what is said about any such matter.

17. The secretariat of the Regular Process will play an important role in ensuring that the output of each workshop is captured and presented in a way which will support the work of the second cycle of the Regular Process.

18. Those functions would include capturing the relevant information presented (directly and indirectly) during the workshops. Such information may include comments on the first cycle of the Regular Process and the content of the First Global Integrated Marine Assessment (World Ocean Assessment I), relevant scientific processes, institutions and experts at regional and/or national level; and regional/national informational needs with respect to the Regular Process and its outputs (including through national focal points). The secretariat may also assist in identifying (together with the Joint Coordinators and hosts) the learning points/needs and resources which may be relevant to the database and the capacity-building partnership event and multi-stakeholder dialogue to be held in late 2017. Information relevant to the scoping process will also be captured in collaboration with the Joint Coordinators and members of the Group of Experts and of the Pool of Experts, as appropriate.

19. The secretariat would also assist in the preparation of the output of the workshops and would also be responsible for the development and adaptation of the outreach materials relevant to the Regular Process and its outputs.

20. The division of work in preparing the written output of each workshop should be agreed between the host and the secretariat of the Regular Process, in consultation with the member(s) of the Group of Experts and of the Pool of Experts, as appropriate.

IX. Follow-up to the workshops

21. The final version of the output of the workshops should be made publicly available on the Regular Process website.

22. The secretariat of the Regular Process should ensure that liaison continues after the workshop with bodies that have contributed to it and with national focal points in the region. In particular, the secretariat should seek to facilitate follow-up on capacity-building possibilities identified by the workshop with respect both to the further clarification of needs and to the identification of best practices.

23. As a follow-up to the workshops, the secretariat would also continue to liaise with the relevant participants (see paras. 10-13 above), following consultation with the Bureau, as well as with any other intergovernmental organizations or non-governmental organizations identified during the workshops, to ensure clear and open lines of communication and flow of information, including with respect to the establishment of and interaction with the Pool of Experts.

24. The databases maintained by the secretariat will also be updated according to the information collected during the workshops, including through follow-up with the relevant participants (see paras. 10-13 above) and intergovernmental organizations or non-governmental organizations.

Appendix

Elements for the agenda of a workshop to support the Regular Process

1. Presentation by a representative of the Group of Experts of the Regular Process or the secretariat of the Regular Process of the First Global Integrated Marine Assessment (first World Ocean Assessment), and discussion of the strengths and weaknesses of the Assessment.

2. Presentation by a representative of the secretariat of the Regular Process on current developments in global ocean policies.

3. Consideration by the workshop of the possible structure of the assessment or assessments to be prepared under the Regular Process in the second cycle, running until the end of 2020.

4. Consideration of the regional priorities for the assessment(s) will be in the second cycle. This should include consideration of how such assessment(s) could best help policymakers in the region with their tasks, including the implementation of the 2030 Agenda for Sustainable Development.

5. Review of assessments that have been carried out in the region since 2012 and that are proposed to be carried out in the region in the period 2017-2020, in order to identify how the assessment(s) under the Regular Process can best build on them.

6. Consideration of steps that might be taken within the region in the period 2017-2020 to support contributions to the assessment(s) under the Regular Process in the second cycle. This should include consideration of:

(a) Increased cooperation or coordination between processes already under way in the region that could assist in providing the information required for such assessment(s);

(b) What can be done in relation to issues on which relevant data and/or information is known to be available for the region or parts of it, but where it has not been fed into any assessment;

(c) What can be done to provide data and/or information by 2020 on issues relevant to the region, where data and/or information is currently lacking;

(d) How to improve arrangements for networking between experts and organizations taking part in each workshop, the Group of Experts and the secretariat of the Regular Process.

7. Consideration of capacity-building in the region relevant to the Regular Process, including:

(a) Capacity-building that might be undertaken in the period 2017-2020 to support the ability of States to undertake assessments and to contribute to and make use of the outputs of the Regular Process;

(b) The gaps that exist in longer-term capacity-building in the region to support future assessments, at either the global or the regional level. Consideration of this question should start from the general identification of capacity-building gaps in the first World Ocean Assessment;

(c) Information and material relevant to the database on capacity-building needs and opportunities and to the capacity-building partnership event and multi-stakeholder dialogue to be held in late 2017, as well as the identification of

best practices and the role of the workshops and participants therein in awareness-raising and outreach.

8. Harmonization of workshop agendas: the Bureau of the Ad Hoc Working Group of the Whole on the Regular Process should have the opportunity to provide guidance on the draft agenda of each workshop.

Annex IV

Guidance for contributors
Part I

A. Introduction

1. The present document sets out working arrangements and guidance for those contributing to the second cycle of the Regular Process for Global Reporting and Assessment of the State of the Marine Environment, including Socioeconomic Aspects (the "Regular Process").

2. The outputs of the second cycle will be the product of cooperation among a large number of experts in many different fields in various different roles. The major challenge is to show how the state of the world ocean is changing, as compared with the state as described in the First Global Integrated Marine Assessment (first World Ocean Assessment), bringing together environmental, economic and social aspects.

3. The guidance is intended for:

(a) Members of the Group of Experts of the Regular Process, established pursuant to General Assembly resolution 65/37 A and renewed under General Assembly resolution 70/235;[1]

(b) Members of the Pool of Experts appointed to assist the Group of Experts of the Regular Process, pursuant to paragraph 311 of General Assembly resolution 71/257;

(c) Peer reviewers who are invited to review material under arrangements approved by the Bureau of the Ad Hoc Group of the Whole.

4. Members of these groups are referred to collectively as contributors.

B. Status of contributors

5. When contributing to the Regular Process, contributors are expected to act in their personal capacity as independent experts, and not as representatives of any Government or any other authority or organization. They should neither seek nor accept instructions from outside the Regular Process regarding their work on the Regular Process, although they are free to consult widely with other experts and with government officials, in order to ensure that their contributions are credible, legitimate and relevant. Contributors are also expected to disclose to the secretariat of the Regular Process any conflicts of interest, or the possibility of any perception of a conflict of interest, both before they accept their appointment and after appointment, when any potential conflict may arise and to confirm this commitment in a response to the secretariat of the Regular Process.

6. The input of contributors is fundamental to the success of the Regular Process, and will be fully acknowledged in the text. Accordingly, the names of the members of the writing team for each chapter will be shown prominently at the head of each chapter. Each chapter will be capable of being cited separately. Appropriate acknowledgements will likewise be made for the work of commentators and peer reviewers.

[1] General Assembly resolution 64/71, para. 177, endorsing A/64/347, annex; Assembly resolution 65/37 A, paras. 200-203, and Assembly resolutions 70/235, para. 264 and 71/257, para. 285.

C. Structure of the Regular Process

7. The Regular Process is an intergovernmental process, accountable to the General Assembly and guided by international law, including the United Nations Convention on the Law of the Sea and other applicable international instruments.

8. The Regular Process is overseen and guided by an Ad Hoc Working Group of the Whole of the General Assembly (the "Ad Hoc Working Group of the Whole"), including representatives of all Member States of the United Nations, and chaired by two Co-Chairs (one from a developing country and one from a developed country) appointed by the President of the General Assembly. Between sessions of the Ad Hoc Working Group of the Whole, a Bureau of the Ad Hoc Working Group of the Whole ("the Bureau") ensures the implementation of the decisions of the Ad Hoc Working Group of the Whole. The Bureau consists of the Co-Chairs of the Ad Hoc Working Group of the Whole and 15 Member States — 3 appointed by each of the five regional groups in the General Assembly (Africa, Asia and the Pacific, Eastern Europe, Latin America and the Caribbean and Western Europe and Other).

9. The framework of the Regular Process was established by the General Assembly in its resolutions 64/71 and 65/37 A and reaffirmed by the General Assembly in its resolutions 70/235 and 71/257. It consists of:

(a) The overall objective;

(b) A description of its scope;

(c) A set of principles to guide its establishment and operation;

(d) Best practices identified by the Group of Experts.

10. These can be found on the website of the Regular Process.[2] Capacity-building is essential for the implementation, and is an integral part, of the Regular Process at all stages of its implementation. Without detracting from the other principles which the General Assembly has endorsed, the allocation of tasks to members of the Pool of Experts must reflect the principle of adherence to equitable geographical representation in all activities of the Regular Process, and have due regard to a desirable balance between the genders.

11. A Group of Experts has been established with the general task of carrying out assessments under the Regular Process. It consists of up to 25 experts — up to 5 appointed by each of the five regional groups of the General Assembly.

12. A Pool of Experts to assist the Group of Experts is constituted under the Mechanism for the establishment of the Pool of Experts for the second cycle of the Regular Process, developed by the Bureau in accordance with paragraph 311 of resolution 71/257.

13. The Division for Ocean Affairs and the Law of the Sea of the Office of Legal Affairs, Secretariat of the United Nations, has been designated as the secretariat of the Regular Process. The United Nations Environment Programme, the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization, the Food and Agriculture Organization and the International Maritime Organization, and other competent specialized agencies of the United Nations, as appropriate, have been asked to provide scientific and technical support.

[2] Part of the website of the Division for Ocean Affairs and the Law of the Sea. See www.un.org/Depts/los/global_reporting.

D. Tasks to be undertaken and who will carry them out

1. General outline of work to produce the outputs of the second cycle of the Regular Process

14. The framework for the tasks to deliver the outputs of the second cycle of the Regular Process is established by the terms of reference and methods of work for the Group of Experts endorsed by the Ad Hoc Working Group of the Whole on 18 April 2017 and subsequently taken note of by the General Assembly.[3] Within this framework, this guidance provides more detail on how the tasks will be achieved. Contributors to its production will have six main tasks:

(a) Establishing the scope and structure of the assessment(s) to be produced in the second cycle of the Regular Process, together with a timetable and implementation plan;

(b) Writing the draft chapters of the assessment(s);

(c) Producing a complete draft of the assessment(s);

(d) Carrying out a review, by independent peer reviewers, of the draft assessment(s);

(e) Submitting the draft, revised in the light of the peer review, to the Member States of the United Nations for review and comment;

(f) Finalizing the text of the assessment(s).

15. When the Group of Experts has finalized the text of an assessment, it will be submitted, with the approval of the Bureau, for consideration to the Ad Hoc Working Group of the Whole and for final approval by the General Assembly. A note showing the comments received from States and the way in which they have been treated will also be submitted to the Bureau.

2. Tasks of the Group of Experts

16. The Group of Experts will be responsible collectively for:

(a) Developing, in cooperation with the secretariat of the Regular Process, proposals for the scope and structure of the assessment(s) to be produced during the second cycle, together with a proposed timetable and implementation plan for each. These proposals will be submitted through the Bureau to the Ad Hoc Working Group of the Whole for its consideration and recommended by it to the General Assembly for its approval;

(b) Selecting, subject to the approval of the Bureau, the lead member from within the Group of Experts, the convenor of the writing team and (in consultation with the convenor) the members of the writing team for each of the various chapters within the agreed scope and structure of the assessment(s). The convenors and members of the writing teams will be drawn from the Group of Experts and/or the Pool of Experts. Where appropriate for a chapter, the Group of Experts will also, subject to the approval of the Bureau, invite members of the Pool of Experts to act as panels of commentators to comment on initial draft chapters;

(c) Ensuring that the writing teams and commentators have adequate qualifications and represent an equitable geographic and gender distribution. Additionally, the Group of Experts will ensure adequate representation of experts from relevant disciplines, especially socioeconomics;

[3] General Assembly resolution 71/257, para. 299, endorsing A/71/362.

(d) Reviewing the draft chapters produced by the writing teams;

(e) Agreeing the draft text of the assessment(s);

(f) Proposing arrangements for peer review of each of the draft chapters to the Bureau and ensuring, in collaboration with the writing teams and in consultation with the secretariat, the revision of the text(s) in the light of the peer reviewers' comments;

(g) Agreeing a complete text of each of the assessment(s) and submitting it, through the secretariat of the Regular Process, to States for comment;

(h) In the light of comments from States, revising and finalizing the text of the assessment(s) and preparing a note for the Bureau of how the comments from States have been dealt with.

3. Tasks for lead members

17. In order to ensure that there is a person clearly identifiable as responsible for ensuring that the preparation of each chapter follows the present guidance and otherwise achieves the necessary high standards, the Group of Experts will designate one of its members as the lead member for each chapter in the assessment(s) undertaken in the second cycle of the Regular Process (except those summarizing parts of the assessment(s), where parallel arrangements are set forth in paragraph 24). Other members may also be designated as co-lead members. Members of the Group of Experts may also be designated to take the lead on groups of chapters, in order to ensure that they are properly coordinated. The designation of lead members will be subject to the approval of the Bureau. The lead member will have overall responsibility, with any co-lead members, under the supervision of the Group of Experts as a whole, for the progress of the chapter.

18. Where the lead member is not an expert in the field covered by the chapter, a separate convenor of the writing team will be designated. This may also be done where the Group of Experts considers that a member of the Pool of Experts is particularly well qualified to act as convenor of the writing team.

19. The lead member for each chapter, in particular, will:

(a) Propose to the Group of Experts, for its agreement and submission to the Bureau, a writing team for each chapter. The membership of the proposed team will be worked out by the lead member and (where it is proposed that the lead member will not be the convenor) the proposed convenor of the writing team and the lead member. The designations of the writing teams will be subject to the approval of the Bureau;

(b) Propose to the Group of Experts (in collaboration with the convenor of the writing team if the lead member is not also the convenor) whether there should be a panel of commentators for the chapter and the membership of such a panel;

(c) Review the draft chapter produced by the writing team, the comments from any panel of commentators (where a panel of commentators has been designated (see paras. 25 to 30) and the way in which those comments are proposed to be reflected by the writing team, in order to ensure that the data and information used is the best available and that interpretations and conclusions are sound and well supported;

(d) Present the draft chapter developed by the writing team to the Group of Experts for agreement for it to go forward to the next stage;

(e) Present to the Group of Experts, with the help of the convenor of the writing team (if a separate convenor of the writing team is appointed), for its

agreement and submission to the Bureau, a list of experts to serve as peer reviewers for the assessment(s) in respect of their draft chapters for approval by the Bureau;

(f) Ensure that the writing team has addressed comments from peer reviewers on the chapter and has made appropriate adjustments to the text and that explanations are recorded of how each comment has been reflected in the final version;

(g) Liaise with the writing team on how comments from States are to be dealt with;

(h) Present the revised draft of the chapter to the Group of Experts and assist in finalizing the complete draft and editing the text of each of the assessment(s).

20. The purpose of the collaboration of the lead member, co-lead member(s) and the convenor of the writing team (where a separate convenor is appointed) is to ensure the integration, consistency and quality of the various chapters of the assessment(s), and to make sure that the present guidance is followed. It is not to "second-guess" the writing team.

21. In order to help deliver the collective responsibilities of the Group of Experts in cases where the lead member is also designated as convenor of the writing team for a chapter, the Group of Experts will designate another of its members to review the material for that chapter produced and to act jointly with the lead member in the tasks at 19 (e), (f) and (g).

4. Tasks for writing teams and their convenors

22. A separate convenor of the writing team will be designated for each chapter where no member of the Group of Experts has relevant expertise, or where a member of the Pool of Experts appears to be particularly well qualified for this work. Initially, proposed convenors of the writing team will be identified by the Group of Experts, applying the principles for the Regular Process approved by the General Assembly. When suitable members for the team have been identified, the Group of Experts will submit the names for approval by the Bureau.

23. The convenor of the writing team for a chapter (whether the convenor is also the lead member or not) will have general responsibility for writing the chapter. In particular, the convenor of the writing team will:

(a) Identify other candidate members of the writing team and (where appropriate) commentators for the chapter (in collaboration with the lead member (if separate));

(b) Agree on the division of work in preparing, and revising, the draft chapter with other members of the writing team for the chapter, and ensure that the team as a whole delivers them in accordance with the timetable and implementation plan;

(c) Ensure that the draft chapter reflects the scope and structure of the assessment and the guidance to contributors, that they are based on the best available data and information and that the conclusions in them are sound and well supported;

(d) Where a panel of commentators (see paras. 26-28 below) is designated, ensure that comments from the commentators are considered by the writing team, that appropriate adjustments are made to the drafts in the light of those comments and that explanations are recorded of the response made to each comment in the manner described in paragraph 36 below;

(e) Prepare, in collaboration with the lead member (if separate), the draft chapter for submission to the Group of Experts for agreement for it to go forward to the next stage;

(f) Help the lead member (if separate) to provide a list of experts to be proposed as peer reviewers for approval by the Bureau and to address the comments of peer reviewers and of the Member States, enlisting the help of other members of the writing team where appropriate and ensuring that explanations are recorded of how each comment has been reflected in the final version.

24. All members of the writing team for each chapter are expected to take an interest in the overall balance of the draft chapter and to ensure that, as far as they are able, the chapter is based on the best available data and information and that conclusions in them are sound and well supported. If one or more members of a writing team for a chapter do not agree with the version of that chapter finally approved by the Group of Experts as part of the finalized assessment, they are entitled to have a footnote inserted recording briefly their disagreement and the reasons for it.

25. For the chapters summarizing the various parts of the assessment(s), the Joint Coordinators of the Group of Experts will arrange, in collaboration with the lead members and the convenors of the writing teams for those chapters, for the production of the initial drafts, on the basis of the draft chapters as reviewed by the Group of Experts. Where appropriate, the Joint Coordinators will also take such initiatives as seem needed to enable other tasks to be completed effectively and in accordance with the timetable.

5. Commentators and reviewing tasks

26. Where a panel of commentators is designated for any chapter, the draft chapter will be reviewed by that panel, and appropriate adjustments made by the writing team in the light of the panel's comments, before finalization of the draft of that chapter for review by the peer reviewers and Member States.

27. Commentators are expected to help the writing team by:

(a) Where appropriate, contributing additional information and/or data;

(b) Reviewing the draft chapter from the point of view of overall balance;

(c) Considering both whether the best available data and information has been used, and whether the conclusions are sound and well supported.

28. Commentators are expected to record their comments in the manner described in paragraph 41 below and to submit them in good time in accordance with the timetable set by the Group of Experts and approved by the General Assembly. Writing teams are expected to address each comment and indicate in a document for publication on the website of the Regular Process how they have responded to each comment from the commentators.

29. Peer reviewers, acting in a totally independent capacity as experts, are likewise expected to review the relevant chapter from the point of view of overall balance and to consider both whether the best available data and information has been used, and whether the conclusions are sound and well supported. They also are expected to record their comments in the manner described in paragraph 41 below and to submit them in good time in accordance with the timetable.

30. Writing teams are expected to address each comment from the peer reviewers and amend the draft chapter accordingly. They should prepare documents showing

their responses to the comments of peer reviewers which will be considered by the Group of Experts in finalizing the draft assessment.

31. After the review of the draft assessment by States, the Group of Experts will likewise address each comment made by Member States and revise and finalize the assessment. They will also prepare documents showing their responses to those comments, to be submitted to the Bureau.

E. Ethics in authoring and evaluating material for the Regular Process

32. It is expected that contributors will follow established protocols for ethics in scientific reporting. In particular, contributors are responsible for:

(a) Correctly citing the published work of others and clearly stating the source of information;

(b) Accurately representing the conclusions of cited work;

(c) Disclosing any conflict of interest;

(d) Reflecting diverse research outcomes, if any.

33. By its very nature, the Regular Process requires contributors to review and synthesize numerous large bodies of work, and to distil out the salient points of numerous studies into consolidated statements. Throughout this process, it is important that the synthesis produced does not lose or misrepresent the essential conclusions, meaning and intent of the original works. Contributors are responsible for ensuring that such misrepresentation does not occur.

34. The nature of the Regular Process demands that contributors pay special attention to issues of independence and bias to maintain the integrity of, and public confidence in, the results.

F. Style and modalities

35. The assessment(s) produced in the second cycle of the Regular Process are intended to be read by policymakers and the general public and must be written in a manner that will enable broad understanding. This requirement implies that technical terms not in common use in general writing should be explained on their first appearance and that abbreviations and acronyms should likewise first appear with the full form. Attention must also be paid to the requirement that the assessment(s) are to be policy relevant and not policy prescriptive.

36. Since English is the working language of the Group of Experts, those invited to contribute text to draft chapters will be asked to do so in a form capable of use by the Group of Experts.

37. The United Nations Secretariat works in MSWord 2013 for documents. Documents should, therefore, be submitted in this file format as far as possible.

38. Since much material will be read on screen, references should be given in brief in the text, rather than in footnotes. In-text references should be in brackets and consist of the author's name (or first author's followed by "et al.") and the year of publication. A complete list of works referred to should be included at the end of the text of each chapter. If there is more than one publication by that author in the same year, the different publications should be differentiated by A, B, C, etc., after the year number. The list of references should be in the alphabetical order of the in-text references and give full details of the material to which reference is made. The style

of such lists should follow that of the reference lists in the First Global Integrated Marine Assessment (World Ocean Assessment I).

39. It will assist the production of the assessment(s) if the following writing approaches are followed (which are aligned with those of the United Nations Secretariat):

(a) Paragraphs should be numbered in Arabic numerals in a single sequence from the start of a text to the end;

(b) Paragraphs should not contain more than two levels of indentations. The higher level of indentation should be identified by small roman letters in brackets ((a), (b), (c) etc.). The lower level should be identified by small roman numerals in brackets ((i), (ii), (iii), (iv), etc.);

(c) Headings of sections and subsections should be aligned with the left margin;

(d) Subparagraphs should commence with a capital (majuscule) letter.

40. For more detailed guidance, the United Nations on-line Editorial Manual can be consulted at http://dd.dgacm.org/editorialmanual/.

41. Commentators and peer reviewers should record their comments in a spreadsheet which will be supplied by the secretariat of the Regular Process which will enable the response of the writing team or the Group of Experts to be shown alongside the comments made.